

HUMAN RESOURCES OFFICE - CALIFORNIA NATIONAL GUARD TECHNICIAN VACANCY ANNOUNCEMENT

VACANCY ANNOUNCEMENT #

09-560A

OPEN PERIOD:

10/21/2009 – 11/12/2009

JOB TITLE:

**Safety & Occupational
Health Manager**

PAY GRADE AND SERIES:

GS-0018-11

PAY RANGE:

\$62,678 - \$81,476

POSITION LOCATION:

March ARB, CA.

APPOINTMENT TYPE: PERMANENT - DUAL STATUS
PDCN #: 80794000
Security Clearance Required:

Secret

AREA OF CONSIDERATION: CURRENT CNG MEMBERS/TECHNICIAN

Military grade of E-5 through E-8.

Compatible Military Grade Assignment: AFSC 1S0X1
Key Requirements:
THIS IS A PERMANENT POSITION

This position is located in the Safety Office at ANG Aviation Wings. The primary purpose of this position is to provide technical support in planning, organizing and administering a unit occupational safety and health program by serving as manager of ground, explosive and nuclear surety. Incumbent advises command, staff, and operating officials of safety and occupational health requirements, standards and procedures.

Recruitment/Relocation Incentive/Advance in Hiring Rate Based on Superior Qualification IS NOT authorized upon approval.

PAYMENT OF PERMANENT OF CHANGE OF STATION (PCS): Payment of Permanent Change of Station (PCS) is NOT authorized, based on a determination that PCS move IS NOT in the Government interest

Position Requires Travel: Infrequent/Rare.

QUALIFICATIONS and EVALUATION:

General: Experience, education, and/or training which provided the candidate with a good understanding of administrative methods for accomplishing the work of an organization. This experience must reflect the ability to analyze problems, come up with practical solutions, and to communicate effectively with others.

Safety & Occupational Health Manager GS-0018-11: Must have 36 months of specialized experience which required the applicant to acquire and apply knowledge of safety and occupational health laws, principles, and standards; experience in developing training aids; presenting subject matter to supervisors/technicians in informal on-the-job environments, or in formal learning environments; work experience in conducting studies and/or inspections of activities to evaluate and determine regulatory compliance; experience must demonstrate knowledge of laws, regulations, and administrative procedures involved in assessing and assuring compliance; experience must have demonstrated an applicant's ability to understand legal provisions, regulations, and administrative procedures and to apply them when analyzing specific situations; experience preparing reports using data from various source documents, and preparing reports according to prescribed guidelines.

KNOWLEDGES, SKILLS, AND ABILITIES: The following knowledge's, skills, and abilities will be used by the selecting officials to determine the best qualified applicants from which selection will be made:

1. Knowledge of safety and occupational health laws, principles, standards, and inspection methods required to identify unsafe acts and working conditions.
2. Ability to transfer information understandably to individuals and/or groups informally and in classroom situations.
3. Knowledge of safety and occupational laws, and inspection and survey techniques sufficient to identify hazardous work practices and to recommend corrective measures.
4. Skill in analyzing mishap data to determine trends including type of mishaps and equipment involved, and frequency and severity of mishaps to Government personnel and property.
5. Ability to prepare reports.

SUBSTITUTION OF EDUCATION FOR SPECIALIZED EXPERIENCE: Three full academic years of graduate education which is in the fields listed above will meet all the requirements for GS-11. Appropriate education and training other than that outlined above, such as military training programs, will be credited on a month-for-month basis.

COPIES OF TRANSCRIPTS ARE REQUIRED FOR EDUCATION TO BE CREDITABLE

CREDITING NATIONAL GUARD EXPERIENCE: NATIONAL GUARD SERVICE MAY BE CREDITED AS FULL-TIME EXPERIENCE WHEN EVALUATED AGAINST THE QUALIFICATION REQUIREMENTS FOR A MILITARY TECHNICIAN POSITION. EXPERIENCE MUST BE DIRECTLY RELATED TO THE POSITION AND MUST BE DESCRIBED IN THE WORK EXPERIENCE SECTION OF THE APPLICATION. THE LEVEL OF EXPERIENCE WILL BE DETERMINED BY THE ACTUAL DUTIES AND RESPONSIBILITIES PERFORMED.

CONDITIONS OF EMPLOYMENT:

- Must qualify for appropriate level of security clearance required for the position.
- Must maintain a compatible military unit, grade, and job assignment within the CA National Guard and wear appropriate military required grooming standards.

HOW TO APPLY:

1. Submit an Optional Form (OF) 612, Optional Application for Federal Employment or a current resume.
2. Attach any required documents (see Required Documents below).
3. Submit application package to the California National Guard – HRO Office via email at NGCAHRJOBSTECH@CA.NGB.ARMY.MIL

REQUIRED DOCUMENTS (Application Packet):

- OF 612, Optional Application for Federal Employment or current resume (mandatory)
- Transcripts, if applicable
- Miscellaneous Items (i.e., Flight Records, Bar Certification), if applicable
- SF-50/DD214 (Current or Former Competitive Employees, VEOA Eligible), if applicable
- SF 181, Ethnicity and Race Identification Form (optional)

APPLICATION FORMS ARE AVAILABLE AT THE HUMAN RESOURCES OFFICE WEBSITE

www.calguard.ca.gov/cahr and at www.opm.gov/forms/ .

APPLICATIONS ARE ACCEPTED VIA EMAIL ONLY TO: NGCAHRJOBSTECH@CA.NGB.ARMY.MIL

The Human Resources Office will not accept applications via fax or mail without prior consideration from HRO Staffing. Resumes and Applications (OF 612) must include a valid return email address.

Upon receipt, the Human Resource Office will review your application packet to determine if it meets the minimum Qualifications Requirements and the Area of consideration. The rating you receive is based on your application and supporting documents that you provide. Please follow all instructions carefully. **Applications or resumes without a current return email will not be considered.** Errors or insufficient information may affect your rating.

ALL APPLICATIONS MUST BE RECEIVED IN THE HUMAN RESOURCES OFFICE (HRO) BY Midnight (Pacific Time) BY THE CLOSING DATE INDICATED ABOVE.

VETERANS PREFERENCE DOES NOT APPLY.

All California National Guard Technician Vacancy Announcements can be found on our job website. Questions about announcements or how to apply may be directed to HRO Staffing at (916) 854-3350 or via email to NGCAHRJOBSTECH@CA.NGB.ARMY.MIL

THE CALIFORNIA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER